

## Van Buren County Brownfield Redevelopment Authority Regular Meeting Minutes January 8, 2020

**Board of Commissioners Room, 219 E. Paw Paw Street  
 Paw Paw MI 49079**

### 1. Call to Order and Determination of Quorum

At 3:33 pm, by Chairperson Lisa Phillips, with attendees/absentees/quorum status as follows:

**Board Members Present (9)** Chair Phillips, Vice-Chair Petersen, Gail Patterson-Gladney, Cynthia Compton, Sarah Moyer-Cale, Kate Hosier, Katie Strohauser, Zachary Morris and Dr. Patrick Creagan; **Board Members Absent and Excused (0); Board Vacancies: (0)**. A quorum (9 of 9) is initially present.

**Staff and Others Present:** Secretary-Treasurer Wayne Nelson; Environmental Consultant Erik Peterson; County Recycling Coordinator Emily Hickmott.

2. **Approval of Agenda**--Motion by Patterson-Gladney, supported by Hosier, to approve the Chair's prepared agenda. Approved by a vote of 9-0.
3. **Approval of Minutes of Special Meeting held December 18, 2019**--Motion by Patterson-Gladney, supported by Petersen, to approve the minutes of the Special Meeting held December 18, 2019. Approved by a vote of 9-0.
4. **Public Comment**—None
5. **Correspondence**—Erik Peterson announced receipt of the actual EGLE Recycling Grant Award for Environ Marketing, Inc. for the site at 67902 Red Arrow Hwy.
6. **Secretary-Treasurer's Report**--Nelson presented a written and oral report, with action items as follows:

- a. The Board reviewed the 2020 Regular Meeting Schedule adopted at the December 18, 2019, meeting. Motion by Compton, supported by Strohauser, to confirm the 2020 Regular Meeting Schedule as attached at the end of these minutes.
- b. The following invoices were presented for approval:

<i>Amount</i>	<i>Vendor</i>	<i>Invoice #</i>	<i>Invoice Date</i>	<i>Reason</i>
	<b>EPA Grant Invoices:</b>			
\$ 582.50	Envirologic Technologies Inc	06179	2020-01-06	804 S Kalamazoo; BEA/DDCC
45.00	Envirologic Technologies Inc	06180	2020-01-06	Community Outreach; logos
570.00	Envirologic Technologies Inc	06181	2020-01-06	05585 Blue Star; B-Plan
546.25	Envirologic Technologies Inc	06182	2020-01-06	413 W Delaware; B-Plan
\$ 1,743.75	Envirologic Sub-Total			
2,040.92	Dr. Patrick Creagan	2020-01	2020-01-06	2019 Brownfields Conf travel costs
1,712.15	Zachary Morris	2020-02	2020-01-06	2019 Brownfields Conf travel costs
2,034.21	Lisa Phillips	2020-03	2020-01-06	2019 Brownfields Conf travel costs
\$ 7,531.03	Total of EPA Grant Invoices			
\$ -	<b>BRA General Invoices: none</b>			
\$ 7,531.03	Total of All Invoices			

Motion by Compton, supported by Patterson-Gladney, to approve payment of the foregoing invoices totaling \$7,531.03. Approved by a vote of 9-0.

- 7. New Business—Report on Van Buren County Land Bank Authority**—The County Treasurer, through an inter-governmental agreement with the State of Michigan Land Bank Fast Track Authority, has established a local authority that had its first board meeting today. BRA Board Members Morris and Compton also serve on the Land Bank Authority Board. Morris and Compton led discussion of how the BRA and Land Bank can complement each other's functions and add more tools to environmental rehabilitation and economic development.
- 8. Old Business—EPA Grant/Brownfield Plan Project Updates**--Erik Peterson gave brief verbal updates on EPA Grant projects as follows:
- a. 10336 Blue Star Hwy—Fee and Development Agreement received, Phase II scheduled, approved for Petroleum Grant use;
  - b. 101 S State, Gobles—Project uncertain;
  - c. 153 Commercial Ave—Uncertain if project will continue; applicant/owner/interested parties continue to discuss;
  - d. 23944 Red Arrow Hwy—Additional Phase II sampling pending;
  - e. 413 Delaware St—Brownfield Plan being nearing final stages;
  - f. 67902 Red Arrow Hwy—Brownfield Plan progressing, owner awarded EGLE Recycling Grant;
  - g. 05585 Blue Star Hwy-- Brownfield Plan progressing, difficulty in dealing with Township Assessor;
  - h. 08337 M-140 Hwy—Project complete, Senior Services of VBC was able thus able to acquire parcel;
  - i. 804 S Kalamazoo St—Developer obtaining cost estimates; should progress in Spring;
  - j. Gremps/Ampey Rd—Our involvement complete; Paw Paw Township has acquired the site;
  - k. 99 Walker St, Lawton—Fee and Development Agreement received, BEA and Brownfield Plan in progress.
  - l. Mattawan Commercial—still uncertain if Plan will be implemented;
  - m. Paw Paw Brewing—Awaiting final EGLE Loan Closeout; Phillips and Nelson will meet with owner regarding past due obligations.
- 9. General Member Comments**—The comments included those by the attendees at the December National Brownfields Conference, Chair Phillips initiating a discussion on branding and marketing our small communities, general discussion item, and comments by Recycling Coordinator Emily Hickmott on 2020 plans and events.
- 10. Adjournment**  
Motion by Hosier, supported by Morris, to adjourn. Approved by a vote of 9-0. There being no additional business, the meeting was adjourned by the Chair at 4:43 pm.



Wayne Nelson, Secretary-Treasurer  
Van Buren County Brownfield Redevelopment Authority  
Acronyms used in BRA Minutes:

<b>Acronym</b>	<b>Type</b>	<b>Meaning</b>
BRA or VBCBRA	Agency	Van Buren County Brownfield Redevelopment Authority
EPA	Agency	U. S. Environmental Protection Agency
EGLE (formerly MDEQ)	Agency	Michigan Department of the Environment, Great Lakes, and Energy (formerly MI Department of Environmental Quality)
MEDC	Agency	Michigan Economic Development Corporation
VBC	Agency	Van Buren County
VBCBOC	Agency	Van Buren County Board of Commissioners
BEA	Environmental Term	Baseline Environmental Assessment
DDCC	Environmental Term	Documentation of Due Care Compliance
ESA	Environmental Term	Environmental Site Assessment (as in Phase II ESA)
QAPP	Environmental Term	Quality Assurance Project Plan
ETI	Company	Envirologic Technologies Inc, the EPA Grant contractor



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## 2020 Regular Meeting Schedule

Regular Meetings of the Van Buren County Brownfield Redevelopment Authority will be held in 2020 as follows.

### *Days/Dates/Times/Additional Purposes of meetings:*

<i>Day of Week</i>	<i>Date</i>	<i>Time</i>	<i>Additional Purpose</i>
Wednesday	January 8, 2020	3:30 pm	Initial under Open Meetings Act
Wednesday	February 12, 2020	3:30 pm	
Wednesday	March 11, 2020	3:30 pm	
Wednesday	April 8, 2020	3:30 pm	
Wednesday	May 13, 2020	3:30 pm	
Wednesday	June 10, 2020	3:30 pm	Annual under By-Laws/Officer Elections
Wednesday	July 8 2020	3:30 pm	
Wednesday	August 12, 2020	3:30 pm	
Wednesday	September 9, 2020	3:30 pm	
Wednesday	October 14, 2020	3:30 pm	
Wednesday	November 18, 2020	3:30 pm	(This is the 3 <sup>rd</sup> Wed due to Veterans Day)
Wednesday	December 9, 2020	3:30 pm	

***Place of all meetings:*** Board of Commissioners Room, 2<sup>nd</sup> Floor  
County Administration and Land Services Building  
219 E Paw Paw St  
Paw Paw, MI 49079

The Brownfield Redevelopment Authority reserves the right to cancel any of these meetings if there would not be any items of business to consider or if a quorum would not be present. Please call Anna Cerven at 269-657-8253 or check the County's website at [https://www.vbco.org/brownfield\\_meet.asp](https://www.vbco.org/brownfield_meet.asp) to check on any meeting changes.



If you want to attend a meeting and require a special accommodation due to impairment or disability, please contact Anna Cerven by phone at 269-657-8253 or email at <mailto:CervenA@vbco.org> so that we may do our best to arrange such accommodation.

Schedule adopted at special meeting held December 18, 2019, and confirmed at initial meeting on January 8, 2020  
Schedule posted physically and on website on December 27, 2019